

**TOWN OF POLK
TOWN BOARD MEETING MINUTES
NOVEMBER 11, 2008**

I. Call meeting to Order at 7:30 p.m.

A. Official Meeting Notice - Zoning Secretary/Deputy Clerk Judy Stephenson called the meeting to order at 7:30 p.m.. Ms. Stephenson verified notice was sent to the West Bend News, Hartford Times Press, WBKV, WTKM, Milwaukee Journal Sentinel and posted on the website and at the Town Hall, Highway View School and Cedar Lake Hills bulletin boards.

B. Roll Call - Members present: Supervisor H. Groth, Supervisor T. Merten, Treasurer S. Kissinger and Zoning Secretary/Deputy Clerk Judy Stephenson. Chairman Willard Heppe was excused. See lists of guests. (Page #). Supervisor H. Groth nominated Supervisor Ted Merten as acting Chairman. All voted in favor and the motion carried. The Pledge of Allegiance was recited.

C. Approval of the Town Board Minutes for September 11, 2008, Special Town Board Meetings September 25, & 26, October 10, 2008 and October 15, 2008.

Motion made by Supervisor Harold Groth to approve the Town Board minutes for September 11, 2008, Special Town Board Meetings September 25, & 26, 2008, October 10 & 15, 2008 seconded by Acting Chairman T. Merten. Motion carried.

D. Public Presentation (15 Minutes) - None

II. Unfinished Business -Discussion/Possible Action on the Following

A. Abandon Road in Mayfield a portion of Polk Street Between Water St. and Tillie Lake Road -

Supervisor H. Groth motioned to lay over this item until we hear from the Town's Attorney, seconded by Ted Merten. Motion carried.

III. New Business - Discussion/Possible Action on the Following:

A. Operators' Licenses. See List

Motion was made by Supervisor H. Groth and seconded by Ted Merten to approve the operator license for Erin M. Salzman and for Tina Francis contingent upon schooling. Motion carried.

B. Update on discussion and observation of Road Damage on Scenic Road and Pioneer Road.

Motion by Harold Groth and seconded by Ted Merton to table this until the Railroad actually does the work on the railroad crossing. Motion carried.

C. Ordinance No. 08-04 Amending Title X of the Town Zoning Ordinance to include a Definition of Upland Conservancy.

Motion was made by H. Groth and seconded by T. Merten to approve Ordinance No. 08-04 upon the recommendation of the Plan Commission. Motion carried.

D. Rezoning from M-1 Manufacturing District to I-1 Institutional District for Still Waters Community UMC, 3617 Scenic Road, Jackson. Tax Key T9-0695-00A. Section 22.

Motion was made by Supervisor Harold Groth and seconded by Acting Chairman Ted Merten approving the rezoning for Still Waters Community UMC per recommendation of the Plan Commission. Motion carried.

E. Ordinance No. 08-05 to Amend the Zoning Map of the Town of Polk, Washington County, Wisconsin changing the land purchased by Still Water Community Church from M-1 Manufacturing to I-1 Institutional.

Motion was made by H. Groth and seconded by T. Merten to approve the rezoning for Still Waters Community Church per recommendation of the Plan Commission. Motion carried.

F. Conditional Use Application for a Master Identification Sign 19' tall by 10' 4" wide for Helsan Development. Sign to be located at 3010 Helsan Drive, Richfield. Section 36, Zoned B-1 Business.

Motion made by H. Groth and seconded by T. Merten to approve the Conditional Use Application Master Identification Sign for Helsan Development per Plan Commission recommendation. Motion carried.

G. Final CSM for one lot to add approximately 2.3 acres onto a 10-acre parcel for Still Waters Community UMC, 3617 Scenic Road, Jackson, Wi. Section 22.

Motion by H. Groth and seconded by T. Merten to approve the final CSM for Still Waters Community UMC per Plan Commission recommendation. Motion carried.

H. Final CSM for a 3-lot land division out of approximately 15.35 acre parcel for William Foster, JRPF Properties LLC, 3560 Pleasant Valley Rd., West Bend. Tax Key T9-0455-00E. Section 11, Zoned A-1 Agriculture.

Motion by H. Groth and seconded by T. Merten to approve the final CSM for William Foster, JRPF Properties per recommendation of the Plan Commission contingent upon receipt of a letter of credit and approval from Town Engineer. Motion carried.

I. Final CSM for two lots of 1.579 and 2.777 acres out of a 4.356 acre parcel for Keith Brown, 3176 Hwy. 175, Slinger, zoned R-1 Residential. Tax Key T9-0822-00A. Section 27.

Motion made by H. Groth and seconded by T. Merten to deny the final CSM for Keith Brown per recommendation of the Plan Commission. Motion carried.

J. Petition for Ordinance change to Section 7.03 of the Zoning Ordinance Title X of the Municipal Code of the Town of Polk to include Ground Signs that exceed the size, height and/or setback as a Conditional Use.

Motion made by H. Groth and seconded by T. Merten to accept/approve the petition for Ordinance change to Section 7.03 per Plan Commission recommendation. Motion carried.

K. Erosion Control & Stormwater Management Ordinance Revision - Chapter 19, Town of Polk Code of Ordinances to be adopted by reference date June 10, 2008.

Motion by H. Groth and seconded by T. Merten to lay over this agenda item until after January 6, 2009 when a public presentation can be made by Washington County to explain the proposed revisions, per recommendation of the Plan Commission. Motion carried.

L. Multi-Jurisdictional Comprehensive Plan - none

M. Zoning Violations - none

N. Annexation of Helsan, Inc. Property from the Town of Polk to Village of Richfield. The Board agreed that no action can be taken by the Town. If Helsan wishes to go to Richfield, that is their right.

V. Financial -

A. Treasurer's Report -

Motion made by H. Groth and seconded by T. Merten to approve the Treasurer's Report for November 11, 2008. Motion carried.

B. Review of Revenues & Expenditures -

Motion made by H. Groth and seconded by T. Merten to approve the revenues and expenditures through November 11, 2008. Motion carried.

C. Approval of Checks and Payroll -

Motion made by H. Groth and seconded by T. Merten to approve the payables and payroll. Motion carried.

VI. Other Business

A. Correspondence to be Review -.

1. Fire Department Report - Jackson Fire Report - August 2008 and September 2008.

The Town Board reviewed the July 2008 Jackson Fire Report.

B. Road Matters - Discussion & Possible Action on Road Matters - None

VII. Adjournment -Motion was made by H. Groth and seconded by T. Merten to adjourn at 7:45 p.m., Motion carried.

Respectfully Submitted,

Judy Stephenson, Zoning Secretary/Deputy Clerk

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